

# AGENDA ITEM SUMMARY

Urban Renewal Authority



## STAFF

Josh Birks, Acting URA Executive Director  
Andy Smith, Redevelopment Manager

## SUBJECT

**Public Hearing and Resolution No. 165 to Approve a supplemental Budget Resolution in Support of Additional Staffing Capacity**

## EXECUTIVE SUMMARY

The purpose of this item is to consider a resolution authorizing a supplemental budget appropriation of **\$100,000**, funded through Tax Increment Financing (TIF) revenues from existing Urban Renewal Authority plan areas, to support **one full-time Senior Project Manager** and **part-time administrative/business operations support**. These positions are intended to provide ongoing capacity essential for meeting the growing demands placed upon the Fort Collins Urban Renewal Authority (FCURA).

While the roles are intended to be ongoing, all operational costs remain subject to project-cycle dynamics and the availability of TIF revenues.

## STAFF RECOMMENDATION

Staff recommend approval and adoption of the resolution.

## BACKGROUND / DISCUSSION

### DRIVERS OF THE REQUEST

FCURA has experienced a significant increase in workload associated with both established and emerging redevelopment opportunities. Key drivers include:

- Preparation of funding applications under HB26-1065
- Redevelopment efforts surrounding the proposed North Front Range Passenger Rail Station
- Evaluation of potential new URA plan areas
- Intensified obligations within active plan areas, including North College and Prospect South

These activities require more advanced project oversight, interdepartmental coordination, administrative support, and technical review capacity than current staffing levels can sustainably deliver.

### STAFFING PROPOSED

- **Senior Project Manager** (*full-time classified*): Provides advanced project delivery leadership, coordinates complex redevelopment initiatives, manages external partner engagement, and accelerates evaluation and adoption of new plan areas.

- **Administrative/Business Operations Support** (*hourly part-time*): Strengthens FCURA's operational backbone, supporting financial tracking, communication workflows, Board preparation materials, contract actions, and compliance documentation.

## **EXPECTED OUTCOMES AND IMPROVEMENTS**

The added capacity will enable:

- Faster project implementation, reducing delays associated with limited staff bandwidth
- Improved interdepartmental coordination, strengthening collaboration with Planning, Engineering, Transportation, Finance, Legal, and other City partners
- Acceleration of the evaluation and adoption of new plan areas, advancing community redevelopment priorities
- More consistent and responsive engagement with developers, partners, and the public

## **FCURA FINANCIAL IMPACTS**

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Annual staffing expenditures include:

- Approximately **\$160,000 in added salary and benefits costs**
- Approximately **\$40,000 in additional part-time staff costs**

The resolution assumes a **start date of no sooner than July 1** so it only **includes 50 percent of the anticipated annual costs**.

All costs are proposed to be funded by **TIF revenues from existing URA districts**.

These positions are intended to be ongoing, with the understanding that continuation is dependent on **project-cycle workload and TIF revenue availability**.

## **BOARD / COMMISSION / COMMITTEE RECOMMENDATION**

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None.

## **PUBLIC OUTREACH**

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None.

## **ATTACHMENTS**

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1. Staff Presentation
2. Resolution No. 165